



# Info@starklawlibrary.org

Stark County Law Library Association

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## BEGINNERS Spreadsheet 103 – Formulas and Graphs

The email address, info@starklawlibrary.org really works! TRY IT!!

Showing your clients a dynamic chart can help their understanding of the effects of changes in their settlements.

Before we begin this month's lesson on spreadsheets, it would be helpful for you to go back to the BayCon™ Group's Microsoft Excel Tutorial at: <<http://www.baycongroup.com/el0.htm>> and go through Lesson Three: "Numbers and Mathematical Calculations" and Lesson Four: "Creating Your First Worksheet".

To begin, open a new spreadsheet, title it "Cash Flow Analysis of John Doe" and center it in row 1. If you have forgotten how, move to cell A1, type the title, press the Tab key, highlight cells A1 to E1 and click on the Merge and Center icon.

Using the spreadsheet on the right, label and highlight rows 2, 8, 12 and 15 from the spreadsheet on the right. Fill in the Income & Status columns and enter the cash amounts for rows 3-6, 9, 10, & 14. Note that cell A18 needs an apostrophe before the + so the computer won't think you are doing a calculation.

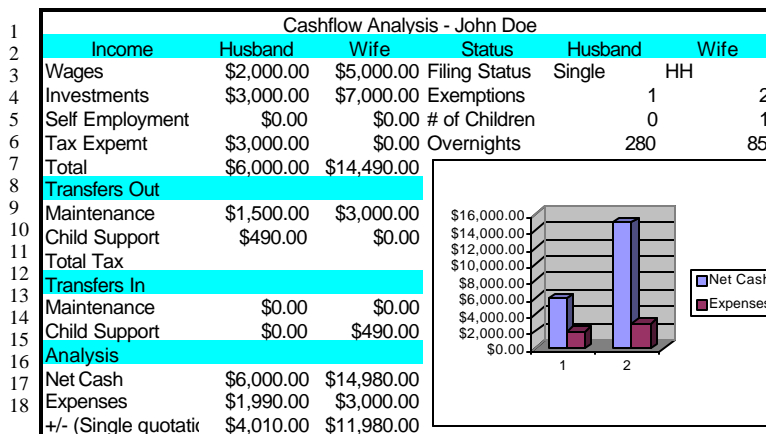
Finally fill in the formulas in cells B7 and drag to C7, 16 B&C, 17 B&C, and 18 B&C. You can use Auto Sum

or type the formulas. I don't know anything about taxes, so I left those cells blank, but if you'd like, fill them in too!

To create the chart, click your mouse in cell 16B and drag to 17C, highlighting Net Cash and Expenses, then use the chart wizard.

Notice the disparity between the husband and wife. Let's do a little number crunching to create a more even playing field. Let's split the couple's investments equally and see how our chart changes. See chart 1 on the next page.

Try giving custody of the child to the husband and changing the child



support to see how that affects the chart. See chart 2 on the next page.

Showing your clients the dynamic charts can help their understanding of the effects of changes in their settlements.

## BEGINNER

## Spreadsheets 103 (Continued)

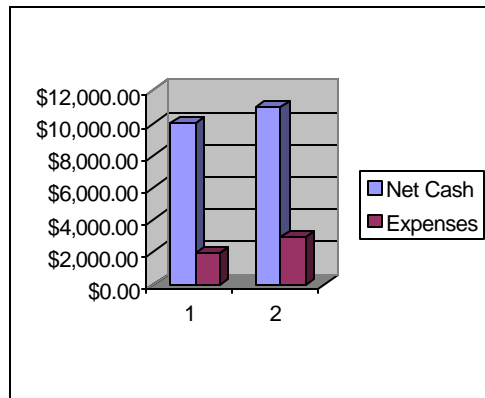


Chart 1

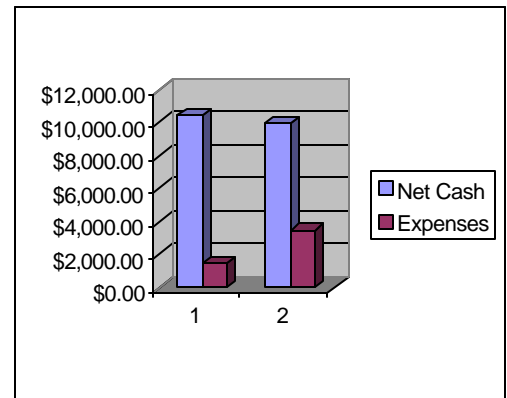


Chart 2

## INTERMEDIATE

## Bits &amp; Pieces

Special points of interest:

- Check Word's Grammar Checker
- Need to move the contents of one computer to a new one??
- Time to clean up your hard drive?
- Help if your older computer doesn't run a new version of a program that you find indispensable.

Is Microsoft Word's Grammar Check sometimes a bit too helpful, stopping for almost anything. Changing that is a breeze – just go to Tools, then Options, then select the Spelling and Grammar tab. In the top section I checked "Ignore Internet & file addresses. Also, near the bottom of that tab, click the Settings Button. There you can uncheck the less useful elements of style, and they won't be flagged the next time you do a grammar check. <sup>1</sup>

Are you thrilled about that new computer you just got at work or home, but dreading loading all your programs and fixing all the settings and copying preferences? Try PC Relocator <<http://www.alohabob.com/Purchase.asp>>. The product comes in three versions, \$29.95 for the home version, \$69.95 for Relocator Ultra and a hefty \$249.95 for Relocator Enterprise. <sup>2</sup>

Need to clean up your hard drive??? Click over to: <[http://www.viewhow2.com/gen.jsp?asn=rkxahpe&v=:vf:tkxwwsl:4:harddrive\\_viewlet.html](http://www.viewhow2.com/gen.jsp?asn=rkxahpe&v=:vf:tkxwwsl:4:harddrive_viewlet.html)>

and see an excellent slide show tutorial on sprucing up your hard drive. <sup>3</sup>

OldVersion, at <<http://www.oldversion.com/>>, offers downloadable installation files of older software programs that have been superseded by more current versions. Click on any of the listed programs ranging from Ad-aware to ZoneAlarm and including Adobe Acrobat, Eudora, WinZip, and others. <sup>4</sup>

From the site: "Sometimes upgrading to a newer version can be a good thing. Other times, your computer may not be compatible with the new version, the new version is bloated, or all the good options are no longer available. If you are looking for an old version of any program, OldVersion.com should be your first stop. We are an archive of old versions of various programs. If you don't see the program or a version of a program that you are looking for, tell us and we'll try our best to add it." <sup>5</sup>

## ADVANCED International Legal Resources

We haven't mentioned much about international law in either *Legally Speaking* or *Info@.* - thus our Advanced topic this month consists of a listing of websites which we hope will prove useful to our lawyers who deal with international law.

American Society of International Law (ASIL) Guide to Electronic Resources for International Law <<http://www.asil.org/>>

BusinessandLaw: Helping You Work - lots of links here at: <<http://www.businessandlaw.com/international.html>>

Euroseek - European focused search engine offering services in more than 30 languages for 40 countries. <<http://www.euroseek.com/dmoz/?get=Society/Law/>>

Eye on International Business Law <<http://www.laweye.de/>>

Forwarderlaw.com is the comprehensive resource for legal information on freight forwarding. <<http://www.forwarderlaw.com/>>

Globelaw: International and Transnational Law <<http://www.globelaw.com/>>

Government of Canada Publications, an Internet source for 100,000 Canadian Documents dating back to 1982 is available at <<http://publications.gc.ca/>>.

Guide to Foreign and International Legal Databases <[http://www.law.nyu.edu/library/foreign\\_intl/](http://www.law.nyu.edu/library/foreign_intl/)>

International Trademark Association <<http://www.inta.org/>>

International Website Appendix contains LOTS of good links and a few broken ones. <<http://home.att.net/~slomansonb/intlweb.html>>

Juris International <[http://www.jurisint.org/pub/page00\\_en.htm](http://www.jurisint.org/pub/page00_en.htm)>

<[http://www.jurisint.org/pub/page00\\_en.htm](http://www.jurisint.org/pub/page00_en.htm)>

Law & Politics: Internet Guide - Foreign & International Law <<http://www.lpig.org/itlaw.html>>

Law.com: International Law Journals <<http://www11.law.com/international/nav.asp?h=2341>>

Mondaq is a collection of knowledge and expertise from professional business advisors. <<http://www.mondaq.com/>>

The Project of International Courts and Tribunals <<http://cisgw3.law.pace.edu/>>

Transnational Law Database is a working tool for the international lawyer active in international contract law or international commercial arbitration. <<http://www.tldb.de/>>

UN Security Council <<http://www.un.org/Docs/scinfo.htm>>

U.S. Department of State: Business Center is great when government is involved in your problem. <<http://www.state.gov/business/>>

WashLaw Web: Foreign and International Law primary foreign and international legal resources, research aids, and sites useful in conducting research in these areas of the law <<http://www.washlaw.edu/forint/forintmain.html>>

World Legal Information Institute <<http://www.worldlii.org/>>

World Trade Organization (WTO) <<http://www.wto.org/>>

WWW Virtual Library: International Affairs Resources <<http://www.etown.edu/vl/intlbus.html>><sup>6</sup>

Finally, for a lot of good review material go to LLRX.com <<http://www.llrx.com>> and enter "international business law" into their search engine.



## FOOTNOTES

- <sup>1</sup> “Internet Legal Research Weekly.” (electronic newsletter). By Tom Mighell. Volume 3, Issue 18. 23 June 2002. To subscribe email ilrw-su-@topica.com (23 June 2002) (copy on file with author).
- <sup>2</sup> Eisenworld: the digital moving company. © 2002 Eisenworld Corporation. 18 Nov 2002. <<http://www.alohabob.com/Purchase.asp>>
- <sup>3</sup> “Neat Net Tricks.” (electronic newsletter). By Jack Teems. NNT@silver.lyris.net, to subscribe <<http://neatnettricks.com/>>. 15 April 2002 (copy on file with author)
- <sup>4</sup> “International Law Resource Guide” LLRX.com. 1 April 2002. Law Library Resource Xchange, LLC. 15 Nov. 2002. <<http://www.llrx.com/buzz/buzz102.htm>>
- <sup>5</sup> “Oldversion.com Because Newer Is Not Always Better.” 2001-2002 OldVersion.com. 15 Nov 2002. <<http://www.oldversion.com/>>
- <sup>6</sup> “International Law Guides” LLRX.com. 2002. Law Library Resource Xchange, LLC. 15 Nov. 2002. <[http://www.llrx.com/international\\_law.html](http://www.llrx.com/international_law.html)>

By Nancy Stinson, MLS  
nancy@starklawlibrary.org